

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #512
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Board Meeting of Wednesday, February 17, 2016

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Dowell on Wednesday, February 17, 2016 at 6:02 p.m. in the Wojcik Conference Center (room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Gallo led the Pledge of Allegiance.

Chair Dowell asked Member Mundt to serve as Secretary Pro Tem in Member Robb's absence.

ROLL CALL

Present: Members Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Walt Mundt, Pat Stack, and Student Member Joe Haynes (entered at 6:47 p.m.).

Absent: Member Nancy Robb

Also present: Kenneth Ender, President; Ronald Ally, EVP Finance and Administrative Services; Patrick Bauer, Chief Information Officer; Bret Bonnstetter, Controller; Laura Brown, Chief Advancement Officer; Phil Burdick, Chief Communications Officer; Maria Coons, Senior Executive to the President; Tom Crylen, Executive Director Facilities Management; Judy Marwick, Provost; Maria Moten, Assistant Provost; Sheryl Otto, Assistant Provost; Sheila Quirk-Bailey, Chief of Staff; Michelé Smith, Special Assistant to the President for Diversity and Inclusion; Roger Spayer, Chief Human Resources Officer; Anne Abasolo; Jennifer Berne; Lisa Blaylock; Kathy Bruce; Orlando Cabrera; Kimberly Chavis; Kelly Coronado; Kathy Coy; Brian Cremins; Tom Dowd; Amie Grainger; Theresa Hart; Pascuala Herrera; Andrew Iverson; Meg King; Theresa Kong; Sunil Koswatta; Monica Koziol; Paul LeBreck; Caryn Levington; Jonathan Meshes;Carolynn Muci; Keith O'Neill; Kim Pohl; Kathryn Rogalski; Evelyn Seiler; Andrew Wilson.

Guests: Phil Gerner, Robbins Schwartz; Eric DeBold, student; Nana Takahashi, citizen; Lillian Xie, student; Daniel Russell, student.

AGENDA APPROVAL

Member Kelley moved, Member Gallo seconded, approval of the Agenda.

Upon roll call of the Consent Agenda, the vote was as follows:
Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Stack.
Nays: None.
Motion carried.

PRESENTATION

Dr. Ender invited Dr. Brian Cremins to present his sabbatical project in advance of the sabbaticals submitted for approval in the Board packet. Dean of Liberal Arts Jennifer Berne introduced him.

Sabbatical Update

Dr. Berne gave a brief biography of Dr. Cremins. Having grown up in Waterbury, Connecticut and having learned to read using comic books, Dr. Cremins' first book is Captain Marvel and the Art of Nostalgia.

Dr. Cremins thanked the Board for the opportunity to take a sabbatical and finish his first book. He shared the cover art, which was done by Carla Roberts, who is a cartoonist and painter and teaches at DePaul University. The book is a history of comics in the 1940s focusing on the most popular character of the era, Captain Marvel, a little boy named Billy Batson who receives the magic word Shazam, which turns him into Captain Marvel. C.C. Beck, co-creator of the character, always maintained that the stories were not super-hero stories, they were not fantasy stories, they were all in this little boy's head, and this became particularly significant during World War II, and one of the main focuses of the book is how soldiers during the war processed these stories. The genesis of this book was in some research Cremins had done on his maternal grandfather who died 13 years before Cremins was born. His grandfather was part of what was initially called the Army War Show, and this was sort of a touring company of soldiers before they were sent off to North Africa in 1943. He realized that when his grandfather was doing that in June 1942, Billy Batson tried to join the army; he was 14 so they didn't let him in, but saying his magic word Shazam would turn him into this great super hero. So, the book became a multi-level narrative about family, nostalgia, comic books. He thought about the parallels between what the soldiers would have experienced and what they were seeing in these comics. He then read an excerpt from the end of the World War II chapter, where he tries to tie all these things together. The book will be out in December or early January. He is very proud to be part of University Press in Mississippi, who is a pioneer in the field of comics studies in the United States.

Dowell commented that it is interesting how comics, history, and personal experience all combine and how we make those connections. He thanked Dr. Cremins for his efforts.

FACULTY SENATE
PRESIDENT'S REPORT

Faculty Senate President Dowd praised the faculty being recommended for tenure, having worked through a vigorous process of self-evaluation, evaluation by their peers, and evaluation by their dean over the last two-and-a-half years. He also imparted the faculty support of the early retirement program that is being considered in response to the recent budget issues.

PRESIDENT'S REPORT

Dr. Ender highlighted a few points from his report. In the Board packet there are two budget related items, the tuition increase to enhance revenue and the early retirement incentive program to reduce expenses. In any normal year, these would have been enough to enable a balanced budget proposal for the coming year. But the uncertainty of the state revenue and the ongoing decline in enrollment creates the perfect storm. Harper is going through a college-wide budget recommendation exercise that so far has generated 2,500 ideas for either reducing our expenditures or increasing our revenues, which will be assessed by Dr. Ally and Mr. Bonnsetter, brought before the Finance Committee, and eventually come as a recommendation to Dr. Ender's office. This will then lead to a balanced budget for next year. Harper is committed to a balanced budget for next year while maintaining the reserve fund per Board policy that was established three years ago. There is no near term support from the State, and no long term support with respect to increasing budgets for higher education. There is great opportunity for Harper to provide a high-quality distance education and programs, which the strategic plan teams are being asked to develop which will deliver both blended and online courses to meet the needs of our adult students in particular. We also think there are tremendous opportunities to increase student engagement, which has been shown to lead to improved student success. It is during difficult times like these that drive the best thinking to do things that would never have been contemplated and forces us to think outside the box. The college community and the Board will continue to be updated with respect to this ongoing process of balancing the budget. Dr. Ender reminded all that there is no Board meeting in March, and April's meeting will be at the Learning and Career Center in Prospect Heights.

HARPER EMPLOYEE COMMENTS

There were no employee comments.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Member Hill moved, Member Stack seconded, approval of the minutes for January 13, 2016 Committee of the Whole meeting and January 20, 2016 Board of Trustees meeting; accounts payable; student disbursements; payroll for December 25, 2015; January 8, 2016; January 22, 2016; and estimated payroll for February 5, 2016; bid awards; purchase orders; personnel actions; 2016-2017 proposed course fee changes; and student service awards – fall 2015; monthly financial statements; Board committee and liaison reports; grants and gifts status report; summary report of items purchased from state contracts, consortiums or cooperatives; faculty tenure status report – 2nd year fall hires; faculty tenure status report – 1st year fall hires; as

outlined in Exhibits X-A.1 through X-B-6 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Fund Expenditures	Accounts Payable	\$ 6,033,861.62
	Student Disbursements	\$ 132,444.24

The payroll of December 25, 2015 in the amount of \$2,069,894.31; January 8, 2016 in the amount of \$1,518,800.48; January 22, 2016 in the amount of \$1,731,503.11; and the estimated payroll of February 5, 2016 in the amount of \$1,773,399.30.

Bid Approvals There were no bid approvals.

Request for Proposals There were no requests for proposals.

Purchase Orders	Ex. X-A.5.a	Approve issuance of a purchase order to Cannon Design for professional services for the Building P chiller plant expansion project, in the amount of \$59,000.00, as provided in the Operations and Maintenance (Restricted) Fund budget.
	Ex. X-A.5.b	Approve issuance of a purchase order to Holabird and Root for professional services for the Nursing program renovations in Building X, in the amount of \$39,500.00, as provided in the Operations and Maintenance (Restricted) Fund budget as part of the total project budget of \$350,000.
	Ex. X-A.5.c	Approve issuance of a purchase order to Cannon Design for professional services for the updating campus wayfinding, in the amount of \$55,400.00, as provided in the Operations and Maintenance (Restricted) Fund budget.

Personnel Actions Professional/Technical Appointment
Jessica Papa, One Million Degrees Program Specialist, Student Development, 02/08/16, \$52,728/year

ICOPS Appointment
Brett Chidester, Community Service Officer II, Harper College Police Department, 01/25/16, \$34,258/year
Kevin Lawson, Community Service Officer II, Harper College Police Department, 01/25/16, \$34,258/year

Classified Staff Appointment
Katie Romano, DeafTEC Program Specialist, Access and Disability Services, 02/02/16, \$24,750/year (Grant Funded)

Harper #512 IEA-NEA Appointment

Daniel Vazquez, Custodian, Operations Services, 03/07/16,
\$21,216/year

Classified Staff Retirements

Tammi Jungdahl, Administrative Assistant, Liberal Arts, 04/30/16, 19
years 4 months

Employee #620, Library Assistant II, Library Services, 06/30/16, 20
years 10 months

Faculty Separations

Colin Grennan, Instructor – Biology, Math and Science, 05/22/16,
2 years 9 months

Oubria Tronshaw, Faculty Fellow – Instructor, Liberal Arts, 01/17/16,
1 year 5 months

Supervisory/Management Separation

Karen Lotz, Processing Supervisor, Admissions Processing, 01/15/16,
18 years 9 months

Classified Staff Separations

Victoria Cleary, Clerk-Receptionist, Health Services, 01/28/16, 1 year
4 months

Kimberly Cozzi, Program Specialist, Interdisciplinary Student
Success, 02/12/16, 4 years 1 month

Karin Kirch, Library Assistant I, P/T, Library Services, 02/18/16, 12
years 3 months

2016-2017 Proposed
Credit Course Fee
Changes

The Proposed Credit Course Fee changes for 2016-17 academic year are being recommended to ensure currency of appropriate fees for Harper College courses, as outlined in exhibit X-A.7. The fees need to be incorporated into the College's registration system. Therefore, fee changes must be acted upon prior to the February 22, 2016 early registration date for the Summer 2016 session.

Student Service Awards
(Fall 2015)

Student Service Awards are recommended after the conclusion of fall and spring semesters to recognize nominated Harper College students for their excellence in campus involvement and leadership, as outlined in Exhibit X-A.8. The 43 awards recommended for fall semester 2015 total \$35,190.02. The amount of \$113.75 per credit hour, up to six (6) credit hours for a "half" award and up to twelve (12) credit hours for a "full" award will be paid from the auxiliary Student Activity Fund. The Educational Foundation will contribute \$113.75 per credit hour earned for the Student Trustee's award (for a total of \$1,365.00), funded by the General Scholarship Fund.

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried.

Financial Statements	Review of monthly financial statement as outlined in Exhibit X-B.1.
Board Committee and Liaison Reports	<p data-bbox="570 304 1438 604">ICCTA Liaison Report: Member Kelley reported on the ACCT Legislative Summit he attended in D.C., which included ACCT Board orientation training on Saturday, committee meetings on Sunday, the Higher Education Policy Academy on Monday, and then the Summit and visits to congressional representatives Tuesday through Thursday. Areas of focus included reinstating full-time Pell Grants, risk sharing with regard to student loan defaults, the re-authorization of the Higher Education Act, and food and housing insecurity among community college students.</p> <p data-bbox="570 642 1438 804">Dr. Ender added that the majority of community college presidents would be willing to adopt some form of risk sharing if the federal government would give the community college the authority to assess credit worthiness of the students that we lend money to or we broker to lend money.</p> <p data-bbox="570 842 1438 1108">Alumni Liaison Report: Member Gallo shared that nominations for the 2016 Distinguished Alumni Awards will be accepted beginning March 1 through May 16, 2016. Nominees must demonstrate that they have achieved success of an exceptional nature in their professions and that they have made a significant impact in the community. For more information about the award criteria, nominating instructions or to view past recipients, visit the alumni website at harpercollege.edu/alumni.</p> <p data-bbox="570 1146 1438 1373">The Alumni Program and the Nursing Department will host the 6th Annual Nursing Alumni Symposium on April 20, 2016. This innovative forum brings together alumni from the nursing program, current nursing students, faculty, and other healthcare community partners for a full day of learning, nationally recognized speakers, and networking opportunities to advance leadership in the field of nursing. Last year's event drew more than 250 attendees.</p> <p data-bbox="570 1411 1438 1638">Member Kelley took a moment to address one more topic that he previously overlooked, ACCT is also endorsing America's College Promise Program. Currently upwards of 140 -150 different colleges, states, communities are participating in some form of college promise, free community college for those students who earn it, including Harper College's Promise Program. This could have a significant economic impact.</p> <p data-bbox="570 1682 1438 1875">Foundation Liaison Report: Member Hill reported that as of January 2016, the Educational Foundation has received \$1,822,084 year to date. This does not include the verbal pledges of \$1,150,000 due to the nature of the agreement to provide those funds over a period of years. 100% of Fall Scholarships were awarded, and 85% of Spring Scholarships have been awarded,</p>

with \$26,000 yet to be re-awarded due to change of students' status or GPA as required by specific scholarships.

Save the Date for the following events:

- March 1, 2016 Economic Breakfast – Jack Ablin
- April 20, 2016 Nursing Symposium
- April 23, 2016 Donor Recognition Breakfast – Realizing Dreams
- June 13, 2016 Annual Golf Outing – Inverness Country Club
- September 16, 2017 50th Anniversary Gala

David and Denise Wilford of Barrington established the Wilford Family Endowed Scholarship to support Harper students who have financial need and have a chronic illness or have a parent with a chronic illness. The scholarship, established in January, will be awarded to its first scholarship recipient during the spring 2016 semester. As of January 14, 2016, there were 189 Harper students enrolled in the Access and Disability Services department who have chronic/systematic health issues. David and Denise want to help Harper students facing challenges and hope the scholarship will encourage students and let them know that others are supporting them in achieving their educational goals.

Nancy Ramirez is the recipient of the Educational Foundation General Endowment Scholarship. An excerpt from her application essay was read.

Grants and Gifts Status Report

Current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation, as outlined in Exhibit X-B.3.

Consortium, Cooperative and State of Illinois Contracts Purchasing Status Report

Review of the monthly Consortium, Cooperative and State of Illinois Contract Purchasing Status Report, as outlined in Exhibit X-B.4.

Faculty Tenure Status Report (2nd year, Fall Hires)

The Administration informs the Board of the tenure status of all probationary faculty after review by the Faculty Tenure Committee and the administrative staff, as outlined in Exhibit X-B.5

Faculty Tenure Status Report (1st year, Fall Hires)

The Administration informs the Board of the tenure status of all probationary faculty after review by the Faculty Tenure Committee and the administrative staff, as outlined in Exhibit X-B.b

NEW BUSINESS

Proposed Tuition Increase

Member Hill moved, Member Mundt seconded, to approve the recommendation to increase the In-District, Out-of-State, and International tuition rate by \$5.50 per credit hour, as outlined in

Exhibit XI-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried.

Voluntary Irrevocable Early Retirement for Full Time Faculty

Member Gallo moved, Member Stack seconded, to approve the recommendation to offer a voluntary irrevocable early retirement program to full-time faculty. This recommendation is intended to assist the College in addressing budget challenges. An incentive is being offered for those who qualify and apply for retirement between February 17, 2016 and May 1, 2016, as outlined in Exhibit XI-B (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried.

Faculty Tenure Recommendation (3rd Year, Fall Hires)

Member Stack moved, Member Kelley seconded, to affirm the award of tenure beginning with the fall semester, 2016 for the faculty below, as outlined in Exhibit XI-C (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Lisa Blaylock	Math
Kelly Coronado	English as a Second Language
Therese Hart	Humanities
Andrew Iverson	Biology
Margaret King	English
America Masaros	Math
Jonathon Meshes	Math
Daniel Ranieri	Chemistry
Marie Taylor	Diagnostic Medical Sonography

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried. Student Trustee Haynes advisory vote: aye.

Dr. Ender introduced and congratulated the newly tenured faculty.

Resolution Authorizing Extension of Probation of Non-Tenured Faculty

Member Kelley moved, Member Mundt seconded, to adopt a resolution authorizing extension of probation for one year to a non-tenured faculty member, as outlined in Exhibit XI-D (attached

Member to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried. Student Member Haynes advisory vote: aye.

Sabbatical Leave Review

Student Member Haynes moved, Member Hill seconded, to approve the recommended sabbatical leaves, as outlined in Exhibit XI-E (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Pascuala Herrera – Access and Disabilities for Spring 2017
Caryn Levington – Psychological Services for half-time Fall 2016 and Spring 2017

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried. Student Member Haynes advisory vote: aye.

Dr. Ender noted that four faculty members were recommended for sabbaticals and two were awarded. All were quite worthy and the two not awarded have been encouraged to apply again. He introduced and congratulated Pascuala Herrera and Caryn Levington.

Approval of New Massage Therapy Certificate

Member Hill moved, Member Gallo seconded, to approve the certificate in Massage Therapy, as outlined in Exhibit XI-F (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.

Motion carried. Student Member Haynes advisory vote: aye.

Authorization for Personnel Appointments, Payment of Vouchers, and Requests to Purchase

Member Stack moved, Member Mundt seconded, to approve the recommendation to authorize Dr. Ender, or his delegate, to appoint personnel, pay vouchers, and approve purchases from February 18, 2016 through March 31, 2016, since there is no Board meeting in March, as outlined in Exhibit XI-G (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, and Stack.

Nays: None.
Motion carried. Student Member Haynes advisory vote: aye.

STUDENT TRUSTEE
REPORT

Student Member Haynes reported on his attendance with Harper students in Springfield during the Governor’s budget address. Students from all over the State rallied to promote MAP Grant funding. It was an inspiring and empowering experience. Haynes also attended the ACCT Legislative Summit in D.C. last week, and was encouraged by the response Harper’s Promise Program received at the national level. He called upon the president of Student Government to give a few of remarks. Eric DeBold thanked Phil Burdick for arranging travel to Springfield for the students. He related the energy that the students at the rally expressed, with Chicago State being the most emotionally empowered schools since they are feeling the budget squeeze the most. It was an empowering experience individually, from a student government standpoint, and from an intercollegiate standpoint. The students were not allowed to attend the budget address, which DeBold found counterintuitive, thinking the students could give more weight to the funding argument. Many state legislators were not available to speak to students, which was frustrating. This will only empower students to continue fighting for funding. He was glad to be a part of this experience with the other student government members.

ANNOUNCEMENTS
BY CHAIR

Communications

Kelley shared that there is an ICCTA meeting Friday March 11 in Lombard.

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The Board will hold a Facilities Workshop on March 9, 2016 at 5:00 p.m. in W101. The next Committee of the Whole Meeting will be Wednesday, April 13, 2016 at 5:00 p.m. in W216. The next Board of Trustees Meeting will be Wednesday, April 20, 2016 at 6:00 p.m. at the Learning and Career Center, 1375 South Wolf Road, Prospect Heights, IL.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Student Member Haynes moved, Member Gallo seconded, to adjourn to adjourn the meeting.

In a voice vote, the motion carried at 6:58 p.m.

Chair

Secretary